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DD/A Registry

15 June 1983

83-1630

MEMORANDUM FOR: Comptroller

VIA : Deputy Director for Administration
Director of Communications
Deputy Director for Intelligence

FROM : Clarus W. Rice
Director of Central Reference

SUBJECT : Transfer of Two Positions to the
Office of Communications

DD/A REGISTRY
FILE: 1-3

1. It is requested that two positions (including the Full-Time Equivalency and the employees) be transferred from the Office of Central Reference to the Office of Communications effective 1 July 1983. The positions are at the GS-07 and GS-09 grade levels.

2. The Office of Central Reference is currently staffing the Office of Communications' Engineering library with two employees. These employees perform technical support functions rather than traditional library functions. The employees have little contact with this Office and most of their administrative support is more related to the Office of Communications than the Office of Central Reference. The Office of Communications managed its own library in the past and has informally agreed to do so again. This involves the reassignment of two OCR employees, [redacted] GS-07, and [redacted] GS-09, into the OC Career Service. Two positions (DH-U33 and DH034 - one incumbency from each position) would be transferred.

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Clarus W. Rice

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